

**INLAND WETLANDS & WATERCOURSES AGENCY  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 6, 2012 – 7:30 p.m.  
WOODSTOCK TOWN HALL, LOWER LEVEL, ROOM B**

**MINUTES**

**Present:** Chair Mark Parker, Vice Chair Dan French, Marla Butts, Diane Wolff, Tina Lajoie (IWWA Clerk)  
**Absent:** Andrew Massey, Terry Bellman  
**Others present:** Scott Parker, William & Ellen Rewinski, John Bartolomei, Paul Archer

- I. Call to order** – Meeting was called to order by Chair Mark Parker at 7:52 p.m.
  - II. Roll call** – Diane Wolff, Mark Parker, Marla Butts, Dan French
  - III. Appointment of alternates** – None
- MOTION TO ADD “REVIEW OF BYLAWS” TO THE AGENDA UNDER NEW BUSINESS BY MARLA BUTTS, SECONDED BY DAN FRENCH. MOTION CARRIED UNANIMOUSLY.**

**MOTION TO ADD “REVIEW OF COMPLAINT AT 69 DUGG HILL ROAD” TO THE AGENDA UNDER NEW BUSINESS BY MARLA BUTTS, SECONDED BY DIANE WOLFF. MOTION CARRIED UNANIMOUSLY.**

**MOTION TO ADD “NOMINATION OF NEW OFFICERS” TO THE AGENDA UNDER NEW BUSINESS, ALONG WITH REVIEW OF BYLAWS, BY DIANE WOLFF, SECONDED BY DAN FRENCH. MOTION CARRIED UNANIMOUSLY.**

- IV. Action on minutes of previous meetings - January 9, 2012**  
**Correction: Item b “Roll Call” Add Diane Wolff’s name.**  
**MOTION BY MARLA BUTTS TO APPROVE THE MINUTES OF 01-09-12, WITH THE CORRECTION AS NOTED, SECONDED BY DAN FRENCH.**  
Chairman Parker states that he was notified the budget was accepted by the BOS office for the next fiscal year. There was no request for Chair Parker to meet with them.  
**MOTION CARRIED UNANIMOUSLY.**

- V. Old business**
  - 1. #01-12-01 John Bartolomei, Rt 169 (Map 5130, Block 29, Lot 47A) - Construction of single family dwelling, driveway and septic system. An updated site plan was reviewed showing map scale, post grades, septic system, E&S controls and wetland’s delineation. Proposed driveway is

approximately 700 feet in length going from Route 169. It will be gravel and at the road, a 12" RCP pipe to avoid damming and a paved apron. It shows spot grades along the way, following a 482 contour going back until you hit the bar way and then slightly downhill to the house with a slope of approximately 4 -5 %. For E&S controls, riprap is proposed and it is recommended that a level spreader be used at the end to help in dissipating the flow. Sequence of construction is noted but it is difficult to know since it depends on his house selling and funds being available. He does plan on putting the driveway in beforehand and he was advised that just before winter would not be a good time since stabilization might be a problem. Silt fencing is only rated to 1 acre of contributing drainage area. Agency would like applicant to notify the wetland's agent if the work is going to run over into the winter months so the E&S controls can be monitored closely.

**MOTION BY MARLA BUTTS TO APPROVE #01-12-01 WITH THE CONDITION THAT THE PERMITTEE INSTALL ADDITIONAL E&S CONTROLS AT THE REQUEST OF THE WETLAND'S AGENT, AS NEEDED. SECONDED BY DAN FRENCH. MOTION CARRIED UNANIMOUSLY.**

2. #01-12-02 Jen Dean Brown, W. Quasset Rd. (Map 6393, Block 65, Lot 226-2) – Construction of single family dwelling, driveway and septic system. Paul Archer from Archer Surveying is present on behalf of the Brown's. As reiterated from the last meeting, all the work being done is outside the upland review area but due to the fact that this is a re-subdivision application, wetlands approval is required. There was concern of steep slopes but the stone wall should act as a silt fence. Natural Diversity Database has been verified. NDDH has approved.

**MOTION BY MARLA BUTTS TO APPROVE #01-12-02, SECONDED BY DIANE WOLFF. MOTION CARRIED UNANIMOUSLY.**

## **VI. New Business**

1. 69 Dugg Hill Road – Complaint received regarding possible disturbance of wetlands soils

A written complaint was received in the Building Office on February 6, 2012 from the abutting property owner, William & Ellen Rewinski, 61 Dugg Hill Road. A separate complaint is addressed to the Agency. Their complaint alleges clear cutting of a wetlands area, removal of material from a wetlands area and deposit of material in a wetlands area. Terry Bellman visited the site on February 6, 2012 and confirmed that a pond was created. Mr. Parker, owner of the property, was immediately contacted and asked to attend this meeting to explain the work that was done.

After lengthy discussion, the gathering of information directly from the property owner, and the review of photographs of the site, the Agency ordered the property owner to discontinue any further disturbance of the area effective immediately. Based on the information produced, there appears to be disturbance in a wetlands or watercourse area however further information will be required for the Agency to make a precise determination. Agency members request the issuance of a Notice of Violation from the Wetlands Agent, the submission of a wetlands application to include delineation of the wetlands and a site plan that shows the grades and where the spoils will be placed. The applicant is given 90 days for the submission of a complete application. If applicant finds that this is not sufficient time, he will need to request an extension. Mr. & Mrs. Rewinski are concerned with E&S controls and the grade of the pond and these items will be addressed when the application is before IWWA.

2. Review of Bylaws and Nomination of Officers:

Page 5, 10c. Change to the following: "In the event that the Chair and the Vice Chair and the Secretary are all absent at the start of the public hearing and a quorum is present..."

A consensus by the Agency to change the by-laws as shown above.

**MOTION BY DIANE WOLFF TO NOMINATE THE CURRENT SLATE OF OFFICERS OF 2011 TO 2012, SECONDED BY MARLA BUTTS. MOTION CARRIED UNANIMOUSLY.**

**VII. Wetlands Agent Activity Report**

Jean Pillo is present on behalf of the Eastern Connecticut Conservation District. They have received funding to do three demonstration projects for the town. The first project is:

**Rain garden in the front parking area.** Pillo had originally proposed a site on the right side of the building, however has determined that the front area would be a better site. She acknowledges that the Beautification Committee did not approve the project in the front of the building but the Historic District had no problem. She states that the rain garden will be more formal because of the location. There will be a 4 foot wide pretreatment area with grass that will collect any sand before going to the rain garden. It will be approximately 533 square feet. Pillo states they will use native vegetation. A linear rain garden example is shown at UCONN. The design is formal. They used a lot of winterberry and red twig dogwood in straight rows and in the front there is perennial grass in clumps. The highway department will be handling the maintenance. She has spoken to John Navarro and will write up an operations and maintenance plan that will be detailed. She will contact Debra Lee, Master Garden coordinator for Windham about some planting choices.

### **Palmer Arboretum/Palmer Hall, Route 169 – Bio-retention system**

The highway department was already going to be working with the Arboretum Committee to improve the drainage from Woodstock Historical Society parking lot. Their plan was to put in a second storm drain. There is only a single storm drain on the property currently and all the water from the entire property goes down the hill into a single storm drain which goes into a 6" to 8 " pipe and then at the end is an erosion gully that was created by the storm water. David Faist of Faist Engineering worked with Ms. Pillo to draw up the design plans. This has already been submitted to DEEP for review. New storm drain will be a more modern design. Both storm drains will be elevated. There will be an under drain, engineered soil mix on top that will take the water and treat it and the top will have native vegetation. IWWA has concern with system failing. Pillo has spoken with John Navarro regarding maintenance. Engineer did run the velocity and IWWA would like the engineer to comment on whether it would remain stable if the system failed and it became the primary outlet. Terry Bellman had nothing to report on his review.

### **Woodstock Golf Course, Roseland Park Rd – Riparian buffer**

As stated by Ms. Pillo, a stream that is flowing through the golf course between the 9<sup>th</sup> hole and 1<sup>st</sup> hole, right by the club house, has good riparian cover all the way up to the golf course. There are a few trees along it and a big stretch without riparian cover. Pillo has asked the golf course if she can put in a demonstration riparian buffer planting project along the 9<sup>th</sup> fairway. It should be a minimum of 15' wide to have any kind of effect. In talking with the maintenance person and the fire marshal, they determined they need at least a 12' wide path through there for equipment and emergency access. The project will be about 65' long going from a large oak tree down to the area where the carts are parked. A drawing is reviewed. The project does not involve the disturbance of the wetlands or watercourses and based on the regulations, would qualify for non-regulated use.

### **Update on Woodstock Academy inspection reports**

## **VIII. Communications and bills**

1. Woodstock Agricultural Committee – feedback requested.
2. CT Federation of Planning & Zoning Agencies, Annual Conference 03-15-2012

- IX. Adjournment – 9:56 p.m.  
MOTION TO ADJOURN THE MEETING BY MARLA BUTTS,  
SECONDED BY DIANE WOLFF. MOTION CARRIED  
UNANIMOUSLY.**

Respectfully submitted,

Tina M. Lajoie, Clerk  
Inland Wetlands & Watercourses Agency